

Department of Defense
Medical Military Construction

**PROJECT DELIVERY INSTRUCTIONS
&
SUBMITTAL REQUIREMENTS**

U.S. ARMY HEALTH FACILITY
PLANNING AGENCY (HFPA)

**INTERIOR DESIGN
PRESENTATION FORMAT**

U.S. ARMY HEALTH FACILITY PLANNING AGENCY
INTERIOR DESIGN PRESENTATION FORMAT
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PREFACE

U.S. ARMY HEALTH FACILITY PLANNING AGENCY **INTERIOR DESIGN PRESENTATION FORMAT**

General Note: This Information contained herein is specific to the U.S. Army Health Facility Planning Agency and the U.S. Army Medical Command (MEDCOM) Programs. The intent of this information is to support and enhance the interior design of health/dental and related facilities.

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GOVERNMENT CONTRACTING TERMS

ARMY	DEFINITION
APPENDIX A	The contractual scope of work for A/E contracts which outlines basic requirements including specific deliverables and the schedule of design submittals.
BPA	BLANKET PURCHASE AGREEMENT (BPA) is an established, negotiated purchase agreement between private manufacturers and the Army Medical Department. BPAs have included medical facility waiting area seating and artwork in the past.
CID	COMPREHENSIVE INTERIOR DESIGN: Furniture-related; funded with OMA, O&M or Initial Outfitting dollars; a submittal with furniture illustrations, fabric & finish samples, footprint plans, furniture/artwork ordering information. Purchased by the installation and not by the General Contractor. CID packages & binders are not referenced in the construction/contract documents.
DD FORM 1391	A programming document initiated by the installation; passed through the Major Command on to Congress for funding. The 1391 outlines basic needs for a proposed facility and an estimated cost to reach those needs.
DESIGN BUILD	Using the RFP format, performance requirements are outlined; the Construction Contractor and A/E subcontractor are responsible for the design of specifics to meet performance requirements.
ENVIRONMENTAL PRODUCTS GUIDE	GSA CATALOG SUPPLY ITEMS GSA CENTRALIZED MAILING LIST SERVICE (7CAFL) P.O. BOX 6477 FT. WORTH, TX 76115 (817)334-5215
FAR	FEDERAL ACQUISITION REGULATIONS: The laws outlining how the government buys products and services. Title 18 of the U.S. Code allows for direct purchase from UNICOR without competitive bids. (FAR) 8.6 identifies UNICOR as a mandatory procurement source to all federal agencies for products that meet the requirements of the ordering office.
FedBizOpps	FEDERAL BUSINESS OPPORTUNITY: These are the "Classified Ads" for the Federal Government. All open competition is advertised through the FedBizOpps.
FSN 595B	FEDERAL STANDARD NUMBER 595B A collection of standard colors used by the various departments or agencies. Colors have been classified in three categories: 1 is full gloss, 2 is semi-gloss, and 3 is flat. Standard color are available under National Stock #7690-01-162-2210 and ordered through: General Services Administration, phone (202)755-0325.
FSS	FEDERAL SUPPLY SCHEDULES provides indefinite quantity contracts for commercial items at established prices for direct ordering use by the government agencies.

GOVERNMENT CONTRACTING TERMS

ARMY	DEFINITION
FY	FISCAL YEAR: <ol style="list-style-type: none"> October 1-September 30 according to the calendar. If the project title begins with "FY- ...", this identifies the year Congress will fund the construction contract award.
GSA FSC/FSG	GENERAL SERVICES ADMINISTRATION, FEDERAL SUPPLY CLASSES and FEDERAL SUPPLY GROUPS are government contracts with private manufacturers that are fixed price, fixed Maximum Order Limitations (MOL) and fixed expiration dates.
IFB	INVITATION FOR BID: Standard contract procedures with clearly defined requirements, specifications, and terms that are not negotiated. Any proposal prepared in response to an IFB must strictly adhere to the terms. Award is based on the lowest bid meeting the requirements and specifications.
IMMSS CONTRACT	INTEGRATED MODULAR MEDICAL SUPPORT SYSTEMS (IMMSS) CONTRACT is a 5-year contract negotiated with Herman Miller for Healthcare and the Army Medical Department, allowing the Army to purchase deeply discounted product & related services for Army health care facilities
INITIAL OUTFITTING FUNDS	INITIAL OUTFITTING FUNDS provide financial assistance to activities impacted by medical military construction projects. These funds are available only for MILCON and an Operation & Maintenance Defense-funded renewal projects, and are released based on the scope of the project (usually a % of the Program Amount). Initial Outfitting requirements are chargeable to OMD (Operations and Maintenance, Defense) funds and OPD (Other Procurement, Defense) funds.
JOC	JOB ORDER CONTRACT: The installation's method to contract for repair work. Unit prices are agreed upon with a contractor then individual job orders are negotiated for specific scopes of work.
JSN	JOINT SCHEDULE NUMBERS or the National Stock Numbers are used to identify furniture and equipment items planned for a project, providing a uniform basis upon which the Medical Services can identify items of construction and material and fix logistical & financial responsibility in an identical manner. These numbers consist of an alpha number followed by four additional characters. The JSN numbers are listed in the Military Standard (MIL-STD-1691F).

GOVERNMENT CONTRACTING TERMS

ARMY	DEFINITION
LOG CAT	<p>CATEGORY OF LOGISTICAL RESPONSIBILITY or LOG CAT identifies the activity responsible for acquisition and installation of furniture and equipment, and the types of funds used.</p> <p>LOG CAT A = Contractor furnished & installed, funded by MILCON</p> <p>LOG CAT B = Govt. furnished using service operating funds other than construction and installed by contractor from construction funds . (Equipment paid by MEDCASE, Installation paid for by MILCON)</p> <p>LOG CAT C = Govt. furnished & installed from existing assets or from funds other than construction (funded by MEDCASE/Initial Outfitting Funds or OMD)</p> <p>LOG CAT D = Other (leased/rented equipment)</p> <p>LOG CAT E = Govt. furnished & contractor installed from construction funds (MILCON)</p> <p>LOG CAT F = Govt. furnished & govt. (vendor) installed from construction funds (MILCON)</p> <p>LOG CAT G = Govt. furnished & installed equipment requiring special funding (not MILCON or project specific dollars)</p>
MASTER PLAN	<p>MASTERPLANNING is conducted by Health Facility Planning Agency, by the Facility Integration Team. This team works with Regional and local Army medical facilities and develops one 25-50 year life cycle plan that encompasses 1-5 yr. requirements, includes preventive maintenance programs, targets critical milestones and decision points and is integrated between the MEDCOM and the region.</p>
MCA	<p>MILITARY CONSTRUCTION funds appropriated by Congress for new construction; fixed price contracts.</p>
MEDCOM	<p>U.S. ARMY MEDICAL COMMAND or MEDCOM is responsible for policy, oversight & budgets for Army military construction and operation and maintenance programs.</p>
MEDICAL GUIDE PLATES	<p>MEDICAL GUIDE PLATES are room design guides and layouts compiled by the Office of the Surgeon General, Health Facility Planning Agency and the Medical Facilities Office of the Corps of Engineers. This document supplements current technical manuals and other published criteria, in the planning and design of Army Health Facilities.</p>
MEDICAL MILCON	<p>MEDICAL MILCON projects are funded by dollars which are appropriated by Congress to build or renovate a health facility, and acquire certain items of equipment for use in the facility. Medical MILCON funds are managed in Budget Line Item Code (BLIC) "MB."</p>

GOVERNMENT CONTRACTING TERMS

ARMY

DEFINITION

MIL-HNBK-1191	MILITARY HANDBOOK 1191 provides mandatory design and construction criteria for facilities in the Dept. of Defense (DOD) Medical Military Construction Program. This document sets forth DOD policy, procedures, and technical criteria for the construction of medical and related facilities.
MIL-STD 1691F	MIL-STD 1691F is the Construction and Military Schedule for Military Medical and Dental Facilities, and lists the current JSN nomenclature for medical equipment and furniture.
OMA	OPERATION AND MAINTENANCE funds provided to each installation by the Major Command and used for the day to day operations of the installation. These funds may be used for the renovation of existing buildings or for the purchase of furniture. Funds are only available during the Fiscal Year and do not carry over into the following Fiscal Year; funds not spent at the end of the FY will disappear and cannot be recovered.
O-MED	O-MED (CASE) funds are used to procure equipment costing less than \$100K for a medical construction project.
OPEN MARKET	OPEN MARKET is the term indicating products that are not on a GSA contract.
PA	PROGRAMMED AMOUNT: The gross dollar amount of the project, found on the DD Form 1391. Initial Outfitting funds and Transition funds for furniture and equipment are based on a percentage of the Programmed Amount.
PD	PROJECT DEFINITION: A conceptual design of the proposed project (floor plans, elevations, cost estimate).
PFD	PROGRAM FOR DESIGN is a programming document that is used to calculate space for individuals and departments on a project. The PFD is generated very early in the design phase and is used to determine total square feet requirements.
P-MED	P-MED (CASE) funds are used to procure equipment costing over \$100K for a medical construction project, and is managed in the Budget Line Item Code (BLIC) "NF."
PREWIRED WORKSTATION	PREWIRED WORKSTATION is the term used to identify systems furniture purchased with MCA or MILCON funds. The designers will coordinate the footprint plans with the buildings systems and provide the plans and specifications in the contract documents. This product is Log Cat A.
RFP RFQ	A REQUEST FOR PROPOSAL is flexible in contrast to an IFB. It usually defines a problem and allows those who respond to the RFP to suggest a solution. A REQUEST FOR QUOTES is an informal request for a price for a standard item.
SF 254 & 255	STANDARD FORMS to provide resume' information to the government regarding the qualifications of A/Es responding to a CBD announcement.

GOVERNMENT CONTRACTING TERMS

ARMY	DEFINITION
SID	STRUCTURAL INTERIOR DESIGN: Building-related finishes; funded with MCA or MILCON dollars; Building materials and finishes are purchased and installed by the General Contractor; a submittal with samples of proposed building materials being used on a particular project. SID packages & binders are not referenced in the construction/contract documents.
SYSTEMS FURNITURE	SYSTEMS FURNITURE is the term used to identify systems furniture purchased with OMA or O&M dollars. The designer will coordinate the footprint plans with the building systems and provide the plans in the contract documents for "information only." Procurement information will appear in the CID and will be purchased by the installation.
TARA	TECHNOLOGY ASSESSMENT/REQUIREMENTS ANALYSIS (TARA) is a service offered which provides an unbiased assessment of equipment requirements and operations within any functional area. TARA will assist a medical treatment facility with the management information needed to make decisions on the technology resources required to accomplish business plan missions.
TRANSITION FUNDS	TRANSITION FUNDS provide financial assistance to activities impacted by medical military construction projects. These funds are available to installations undergoing a relocation created by a construction project: there must be a direct correlation between the requirement and the construction project (if requirement exists regardless a construction project occurs, then it is not eligible for transition funds). Transition requirements are chargeable to OMD (Oper & Maint Defense) funds.
UNICOR	UNICOR is the trade name for the Federal Prisons Industries (FPI), Inc., a wholly owned government corporation established in 1934. UNICOR provides a variety of services and products to the Federal government.

TECHNICAL NOTES HEALTH & SAFETY CRITERIA

1. TECHNICAL NOTES

A. SPECIAL REQUIREMENTS

The Interior Designer shall identify items in the SID or CID that require attachment to the building, either by cutting or fitting. The Designer must prepare specifications and drawings for this service to be performed.

B. DISCLAIMER

Guide Specification 09915 Color Schedule indicates all product trade names and colors used for the project. The nonproprietary disclaimer indicated within this Guide Spec may also be located on the Finish Schedule of the contract drawings.

C. FEDERAL STANDARD 595B COLORS (FSN 595b)

The use of the Federal Standard Colors is required when indicating exterior colors used on roofs and trim. The use of Federal Standard Colors is not required when indicating interior colors.

2. HEALTH & SAFETY CRITERIA

A. Protection against personal injury and death from:

1. Falls - (ASTM D-2047) Test for Slip Resistance of Hard Surfaces
2. Chemical Emissions*
3. Electronic Emissions*
4. Microbial Conditions*
5. Fire - Interior Finishes and Furnishings
 - a) ASTM-E-84 Steiner Tunnel Test
 - b) NFPA-701 Standard Method of Fire Test for Flame Resistant Textiles and Films
 - c) NFPA-705 Field Flame Test for Textiles and Films
 - d) FF-1-70 Standard for the Surface Flammability of Carpet and Rugs
 - e) (Methenamine Pill Test)
 - f) NFPA 80 Fire Test of Doors and Windows
 - g) NFPA 253 Flooring Radiant Panel Test
 - h) NFPA 258 Research Test method for Determining Smoke Generation of Solid Materials
 - i) NFPA 259 Potential Heat of Building Materials
 - j) NFPA 260 Methods of Tests and Classification System for Cigarette Ignition Resistance of Components
 - k) NFPA 261 Method of Test for Determining Resistance of Mock-Up Upholstered Furniture Material Assemblies to Ignition by Smoldering Cigarettes
 - l) NFPA 264 Standard Test Method of Test for Heat Release Rates for Upholstered Furniture Components or Composites and Mattresses Using an Oxygen Consumption Calorimeter
 - m) NFPA 265 Standard Methods of Fire Tests for Evaluating Room Fire Growth Contribution of Textile Wallcoverings
 - n) NFPA 267 Standard on Mattresses, Subjected to Open Flame Ignition, Using a Large-Scale Oxygen Consumption Calorimeter

- o) UL-1056 Fire Test of Upholstered Furniture
- p) TB 117 (Section A through E) Test Procedures for Testing the Flame Retardancy of Resilient Filling Materials used in Upholstered Furniture
- q) TB 133 Flammability Test Procedure for Seating Furniture for Use in Public Occupancies (State of California Bureau Home Furnishings)

*Note: Items are not defined by code at present. OSHA has a proposed regulation in relation to indoor air quality standards, which is currently in the review phase.

B. Other Criteria for Furniture Selections:

1. Provide Furnishings and Equipment with Anthropomorphic Fit and Stability
(ANSI/BIFMA X5.6-86S) Standard for Office furniture
2. Provide Glare-Free Illumination of Work Surfaces (ANSI E-97)
3. Provide Acceptable Reflectance Levels (ASTM E-97- IES)
4. Provide for use and Make Accessible to Physically Disabled
 - a) Americans with Disabilities Action (ADA)
 - b) Uniform Federal Accessibility Standards (UFAS)
5. Provide Safe and Swift Egress from Interior Spaces
 - a) NFPA 101 Fire Safety Code (latest edition)
 - b) National Building Code , BOCA
 - c) Standard Building Code
 - d) Uniform Building Code, ICBO
6. Provide Acoustical Control
 - a) Airborne Sound (ASTM C 423, PBS C.1)
 - b) Speech Privacy (SPP - Speech Privacy Potential)
 - c) Impact Sound Transmission (ASTM C 423-66, PBS C-2)

SUBMITTAL MATRIX SUMMARY STRUCTURAL INTERIOR DESIGN

Interior Design Submittals run concurrent with Architectural Submittals

ITEM: arranged by sequence	DESCRIPTION	S-2	S-4	S-5	S-6	S-7 (Backcheck)
1	Title Page	X	X	X	X	X
2	Table of Contents	X	X	X	X	X
3	Narrative of Design Objectives	X	X	X	X	X
4	Specification 09915 Color Schedule	X	X	X	X	X
5	Interior Color Boards (according color placement plan)	X	X	X	X	X
6	Interior Signage Color Boards	X	X	X	X	X
7*	Prewired Workstation Color Boards	X	X	X	X	X
8	Interior Floor Plans	X	X	X	X	X
9	Room Finish Schedules	X	X	X	X	X
10	Signage Placement Plans/ Signage Details			X	X	X
11	Signage Message Schedule				X	X
12*	Prewired Workstations Composite Floor Plans	X	X	X	X	X
13*	Prewired Workstations Panel Plans	X	X	X	X	X
14*	Prewired Workstations Electrical/Voice/Data Plans			X	X	X
15*	Prewired Workstations Elevations/Inventory Drawings	X	X	X	X	X
16	Annotated Review Comments Section		X	X	X	X

*Include this section if design is not addressed under an IMMSS contract

STRUCTURAL INTERIOR DESIGN

Description and SID Submittal Criteria

1. DESCRIPTION - STRUCTURAL INTERIOR DESIGN (SID)
 - A. Refers to the Building-Related Finishes
Involves the selection and sampling of all applied finishes necessary to complete the building interior architectural features.
 - B. If required, the SID will also include all prewired workstation drawings and specifications. Should there be an IMMSS contract in effect, prewired workstation plans and designs shall not be required in the SID.
 - C. The structural interior design finishes for MEDCOM Projects shall be based on the following criteria:
 1. AIA Guidelines for Design and Construction of Hospitals and Health Care Facilities, 1996-97
 2. MIL-HANDBOOK 1191 (1996) for Medical & Dental Criteria (in the absence of guidance from the AIA Guidelines).
 3. Americans with Disabilities Act (ADA) Guidelines
 4. Life Safety Code, NFPA 101
 5. MEDCOM Standard palettes and specifications
2. SID SUBMITTAL REQUIREMENTS
 - A. The Interior Designer shall be involved in all phases of the design in order to ensure customer satisfaction.
 - B. Reviews
 1. During each phase of the project, the SID shall be reviewed by the Government with written and annotated comments being issued back to the A/E. Annotated Comments are to be incorporated into SID Binder.
 2. Written responses from the Interior Designer shall be included in the front of the first volume of the SID binder.
 - C. Format
 1. Submit all SID information and samples on 8-1/2" x 11" color boards with a maximum spread of 25-1/2" for foldouts.
 2. Each binder shall be labeled on the outside spine and front cover with the Phase %, SID, Project Title, Location, Date, and A/E firm. Indicate Volume number (ex: Vol. 1 of 3).
 3. Each sheet shall be labeled with the Project Title, Location, A/E firm.
 4. Products sampled in the SID are to be purchased by the General Contractor, through the construction contract.
 5. The color boards shall support and anchor all samples. Anchor large or heavy samples with mechanical fasteners or with velcro. Rubber cement or glue shall not be accepted.
 6. Assemble the 8-1/2" x 11" pages and color boards in a 3-ring binder.
 7. Material and finish samples must indicate true pattern, color, and texture.
 8. Carpet samples must be large enough to indicate a complete pattern or design.
 9. Photographs or colored photographs for SID materials shall be disapproved.
 - D. Revisions
 1. The Interior Designer shall revise the binders after each review to satisfy review comments.
 2. Printed information on existing pages can be updated with "white out" for cost effective reasons.
 3. If the binders are not returned to the A/E for in-house update, the A/E may provide updated inserts to the Government.

STRUCTURAL INTERIOR DESIGN

Prewired Workstations Requirements

1. PREWIRED WORKSTATIONS – Only required if IMMSS design contract is not in effect.
 - A. General
 1. Prewired Workstations shall be designed with generic components and worksurfaces that are typically sold by various manufacturers of systems furniture.
 2. Indicate in the Section 09915 Color Schedule the manufacturer's name, material finishes, and color.
 3. Indicate in the Section 12640 Prewired Workstations the fabric width, fiber content, and construction method. Do not indicate a vendor in this specification.
 - B. Composite Floor Plan - A composite floor plan shall show all panels, components, and free-standing furniture in relationship to the building and the building systems, such as light switches, fire pulls, and mechanical devices.
 - C. Panel Plan
 1. The panel plan shall indicated a panel symbol legend, all panel placements, critical dimensions of aisle widths and critical dimensions in relation to the building structure and the building electrical/mechanical system devices and the panels.
 2. Each panel shall be noted as follows:

N (non-powered)	Width (in feet)	Height (in inches)
or		
P (powered)		

Example: a non-powered panel 2 feet wide and 68 inches high will be noted on the plan as "N268".
 - D. Electrical, Voice, and Data Plan
 1. Electrical, voice, and data plans shall indicate all panel placements, a symbol legend, and all receptacles used in each workstation.
 2. Plan shall indicate height and location of building light switches, fire pulls, and mechanical systems.
 3. Provide a general note that on "Prewired Workstation Plans" are to be coordinated with the communications and Mechanical engineering plans.
 - E. Elevation and Inventory Plan
 1. Elevation and inventory drawings shall illustrate each typical workstation in elevation form with a related inventory list of all panels and components used to build the typical.
 2. Inventory list shall be generic in description.
 - F. Finishes - Recommend limiting color of finishes to 2-3 for prewired workstations (panels, tackboards, and a "wayfinding" color).
 - G. Workstation Location Code - Each workstation shall be identified on each plan with a JSN number.
 - H. Prewired Workstation Package Items
 1. Panels (limit the use of panels over 65" high, as these restrict air & light)

- a. Acoustical/Non-acoustical
- b. Powered/Non-powered
- c. Connecting Hardware

2. Components

- a. Work surfaces
- b. Drawers
- c. Shelves (with doors/without doors)
- d. Files (lateral, panel hung, bins)
- e. Task lights/special purpose
- f. Counter tops
- g. Drafting Surfaces
- h. Wardrobes

Accessories

- a. Tackboards
- b. Locks
- c. Shelf Dividers
- d. Reader Stand
- e. Paper Management
- f. Marker Boards
- g. Coat Hooks
- h. Computer turntable
- i. Printer stand
- k. Wire management

4. Signage (Organization signs and Workstation name signs)

2. Checklist for Pre-Wired Workstations

- A. Ensure that prewired workstations and specifications coordinate fully cover all information required for bidding & installation of the product.
- B. Check that all the required contract drawings as indicated in the Submittal Summary Matrix are provided.

STRUCTURAL INTERIOR DESIGN

Interior Signage

1. General

- A. All signage to be ADA and UFAS compliant (whichever is most stringent).
- B. Coordinate the signage color with the interior color scheme.
- C. Specify a flexible sign that allows for room/function name change.
- D. Sign package to conform to MIL-HDBK 1191, Section 21 Signage & Wayfinding.

2. Medical Facility Signage:

- A. Permanent information on room identification signs to have 1/32" raised characters and accompanying Grade 2 Braille. This includes room number, toilet room signs, janitor closets, mechanical/electrical & communications rooms, and stairs.
- B. Room numbering for spaces within the medical facility to be determined jointly by the using facility and the design team. Room numbering to be consistent throughout the facility, with odd numbers on one side of the corridor and even numbers on the other side. Room numbering to address the following issues:
 - 1. Wayfinding within clinics and other departments
 - 2. Facility Maintenance
 - 3. Nurse Call
- C. Limit the use of symbols/graphics on interior signage. Use international symbols and graphics where needed.
- D. Provide large, easy to read sign over reception counters, check-in counters, information desks, or departments. Signage to be either ceiling mounted or affixed to wall directly over counters.
- E. Color of interior signage to be in accordance with the ADA. Signage background to be in high contrast with signage copy (Note: dark background with white copy is preferred).
- F. Building directories and accompanying orientation maps for the medical facility to be determined jointly by the using facility and the design team. Orientation maps, if required, are to be included as part of the interior signage package, and of the same manufacturer. Tie parking lot locations to interior directory and orientation maps.
- G. Provide fire evacuation signs in accordance with the local Fire Marshal, if required.
- H. Provide interior stairwell signage in accordance with Life Safety Code NFPA 101 Chapter 5, and all applicable occupancy chapters. Clearly define interstitial spaces or other doorways within stairwell that do not lead to a horizontal exitway with signage that states "Not An Exit".
- I. Room Identification Signs to be 8" x 8" (200mm x 200mm) or 9" x 9" (230mm x 230mm). Justification of room number and message to be Flush Left.
- J. Provide spread sheet in electronic format with all message information.
- K. Signage will clearly define all staff, public, or patient toilet rooms.
- L. Requirements for sign-making equipment or software to be determined jointly by the using facility and the design team.
- M. Use of personal names in interior signage package is discouraged. If personal names are required, use changeable message strips.
- N. Overhead directional signs shall not block fire exit signs.

STRUCTURAL INTERIOR DESIGN

Checklist for SID Binders

1. SID Narrative - Review the statement of Design Objectives explaining the SID interior design philosophy of the facility.
2. SID Interior Color Scheme and Color Boards
 - A. Review the architectural finish samples for an orderly arrangement on 8-1/2" x 11" color boards according to like rooms/areas receiving like finishes.
 - B. Color Boards shall be noted as a "Color Scheme".
 - C. Each color scheme shall consist of a material sample board and a material legend board. Ensure that each material on board is identified and labeled.
 - D. Each color scheme shall be properly identified with Project title, Location, Date & A/E firm.
 - E. Each material legend shall have written identification of materials in the order as follows:
 1. Alpha Code
 2. Material
 3. Manufacturer
 4. Color name
 5. Color number
 - F. The material legend identification shall be consistent with the material legend found in the Section 09915 Color Schedule or in the contract drawings. Without exception, all rooms and areas shall be identified and their finishes shown.
 - G. Color Scheme recommendations:
 1. Propose a basic neutral color for walls, injecting accent walls for interest and wayfinding.
 2. Ensure that the color scheme creates a sense of order (visual balance, appropriate hue value and intensity, pathway finding).
 3. Confirm that all finishes sampled in the SID binder are clearly indicated on contract drawings/finish schedule.
 4. Check that wayfinding elements in floor finish or wall finish is clearly detailed in both the SID binder and the contract drawings.
3. General Finishes
 - A. Ensure that finishes offer a variety in appearance and performance - soft, hard, smooth, textured, dull, gloss, matte, reflective, absorptive.
 - B. Confirm that selected finishes enhance the architectural lines of the building.
 - C. Validate that materials, finishes, and colors are appropriate for the surfaces they will cover.
 - D. Determine that finishes meet standard code requirements.
 - E. Flooring - Ensure that flooring selected is appropriate in color, pattern, texture, scale, soil hiding abilities and maintainability/cleanability.
 - F. Window Treatments
 1. Ensure that window treatments are compatible with the architectural detailing.
 2. Check that window treatment and its installation will not cause unnecessary wear or abrasion.
4. Maintenance & Cleaning - Ensure that all finish materials retain their appearance long-term.
5. Safety - Ensure that all selected finishes meet code requirements and are appropriate in color, texture, and pattern to insure the well-being of the inhabitants.

INSTRUCTIONS TO DESIGNERS for Structural Interior Design Submittals

1. A Quality Interior Environment meets the following objectives:
 - A. Complete coordination between contract drawings and specifications (lack thereof is a potential source of liability).
 - B. The use of durable, easily maintained finishes that support “good housekeeping”.
 - C. Appropriate use of accent colors that are classic (not trendy), and can cost effectively be removed when updating the “look”.
 - D. Spaces are planned to support life safety.
 - E. Spaces meet the functional needs of the user.
 - F. Maximize flexibility for future change in SID plans.
 - G. Appropriate use of all design elements (landscape, architecture, interior design) to support “path wayfinding” up to and within the facility.
 - H. Accurate documentation of all the contract documents (SID).
 - I. Finishes selected meet codes and regulations.
 - J. Customer satisfaction.
2. Interior Design Philosophy
 - A. Interior building finishes and color schemes are to be appropriate and support the function of the facility.
 - B. Interior design objectives are to create an environment that enhances public image, employee morale, provide building finishes that are durable, cost effective/easy to maintain, easy to clean, and support life safety.
3. Interior Finishes -
 - A. General:
 1. All interior finishes to be Class I or Class A.
 2. Neutral warm and cool color schemes with accent colors are generally the most successful.
 3. Colors in a mid-tone range used for door trim and matching base are generally approved.
 4. Permanent interior building finishes to be neutral (includes plastic laminate, vinyl wallcoverings, ceramic tile, toilet partitions, wood stains, floor tile).
 5. Wayfinding elements are encouraged (flooring accents, wall accents, signage, lighting for effect).
 6. Interior accent hues and patterns to be appropriately placed within the facility:
 - a. Accent borders on floors and walls in restrooms
 - b. Multi-colored graphic patterned carpet throughout facility
 - c. Accent colors on vertical surfaces used to visually assist in path wayfinding
 7. Cost effective use of accent hues and identifying architectural features are to be considered and used to create images in the following areas:
 - a. Lobby areas
 - b. Main conference rooms
 - c. Command areas
 - d. Employee break rooms and toilet rooms
 - e. General office areas
 - B. Flooring:
 1. Non-slip surfaces at entryway.
 2. Ceramic Tile - Ceramic tile floors in restrooms to be medium to dark tone with dark colored grout.
 3. Carpet

- a. Carpet tile is recommended in most situations due to soiling, prewired workstations, warehousing, and installation concerns.
- b. Carpet to be Type 6,6 nylon and at least 26 oz. face weight.
- c. Solution-dyed nylon with an anti-microbial treatment is preferred for most applications.
- d. Carpets to be multi-level loop or graphic loop in a medium to dark tone. Light/bright colored carpets will be disapproved.
- e. Graphic patterns with random pattern are encouraged. Avoid large geometric or rigid patterns.
- f. Carpet in corridors or large rooms can be bordered with solid colored carpet for wayfinding and design interest.

C. Walls

- 1. Type II wallcovering is to be used at all times. Stain resistant treatments to the wallcovering can be used in healthcare environments.
- 2. Fabric wallcoverings are used in sprinklered buildings only, and must conform to NFPA 265 (as stated in the NFPA 101 Life Safety Code).
 - a. Chair rails and wall protection are encouraged, particularly when vinyl wallcovering is used in corridors and highly trafficked areas.
 - b. The architect is to design walls with the correct vapor barrier. Wall covering can be used on both exterior (perimeter) walls and interior walls.

C. Window Treatments

- 1. Mini -blinds that match the window frame or the interior decor are recommended for admin spaces, clinics and hospital spaces.
- 2. Vertical blinds are acceptable, and can have fabric inserts (inside of a PVC insert vane only - not free hanging).
- 3. MechoShades in a neutral color are also recommended, if budget allows.

E. Cubicle Curtains

- 1. Specify 1/2" open mesh at top of the cubicle curtain, with grommets placed every 6" apart across top of the curtain.
- 2. Recommend specifying patterns and multiple colored cubicle curtains (instead of solid colors) to hide stains from blood and body fluids.
- 3. Fabric to be 100% Trevira Polyester (inherently flame retardant) or comparable.
- 4. Cubicles can be specified in a standard size and "train tracked" (the last grommet of a cubicle shares the same carrier as the first grommet of the 2nd cubicle).
- 5. All cubicles must be specified with identifying tags that list the name of the department, dimension of the cubicle and fire retardant information.

4. Medical Design Considerations

- A. When using sink base cabinets (fixed casework) in Nursing stations, or clean & soiled utility rooms, clean supplies and dirty supplies are to be separated within the sink base cabinet.
- B. JCAHO has previously disapproved the use of flat tops (in lieu of sloped tops) on wall-hung fixed cabinetry. However, there is no evidence of a requirement for sloped tops in the JCAHO Statement of Conditions (dated 4/96), the NFPA 101 Life Safety Code (1997) or the AIA Guidelines for Design and Construction of Hospital and Health Care Facilities (1996-97).
- C. JCAHO has previously disapproved the use of sink base cabinets in laboratories in Health Care Occupancies; JCAHO opts for an open space with modesty panel under the sink unit. However, there is no evidence of a requirement for open space with modesty panel under a sink in the JCAHO Statement of Conditions (dated 4/96), the NFPA 101 Life Safety Code (1997) or the AIA Guidelines for Design and Construction of Hospital and Health Care Facilities (1996-97).

5. Successful Interiors - The following guidelines shall be the basis from which all projects will be reviewed and judged for their success:
 - A. Architectural emphasis or component emphasis
 - B. Color system in contrast or Color system in continuity
 - C. Directional reinforcement or directional change
 - D. Value Contrast or Value similarity
 - E. Surface/texture emphasis or Surface/pattern emphasis
 - F. Contemporary/Traditional emphasis or Eclectic emphasis

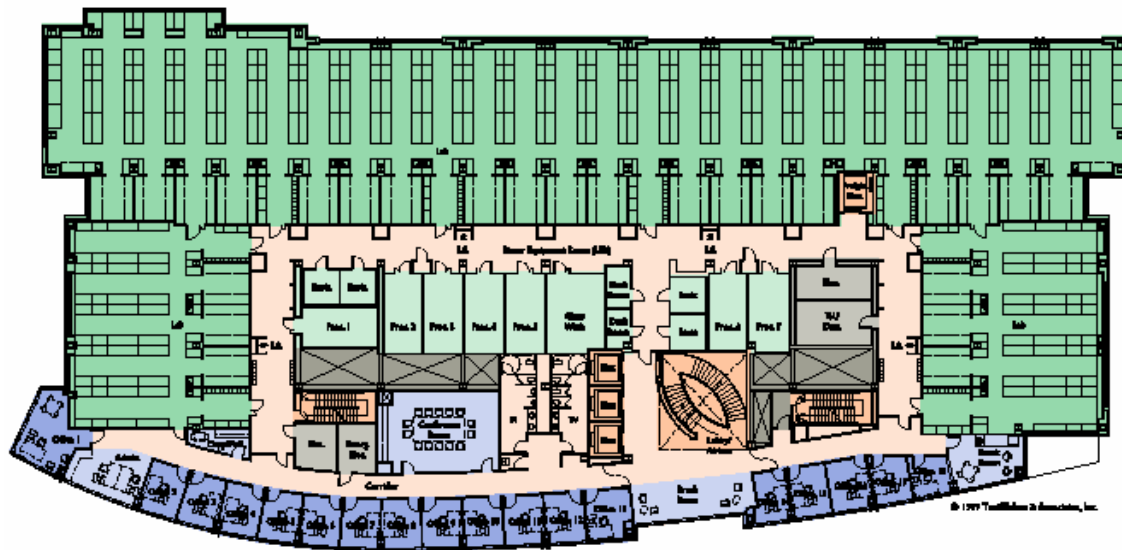
S-4 SUBMITTAL STRUCTURAL INTERIOR DESIGN

VOLUME I OF II



**U.S. ARMY HEALTH CLINIC
FT. MONROE, VIRGINIA**

**U.S. ARMY MEDCOM RENEWAL
MARCH 1998**



COLOR SCHEME “A” – MEDICAL LIBRARY AREAS

COLOR SCHEME “B” – SERVICE AREAS

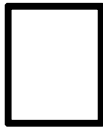
COLOR SCHEME “C” – ADMINISTRATIVE AREAS

FIRM

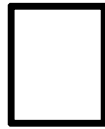
PROJECT NAME	LOCATION

INTERIOR COLOR PLACEMENT PLAN

COLOR SCHEME "C" ADMINISTRATIVE AREAS



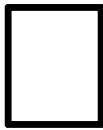
VWC-1



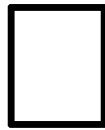
VWC-2



VWC-3



VCT-1



VCT-1



VCT-3

FIRM

PROJECT NAME

LOCATION

SELECTION OF FINISHES

**COLOR SCHEME "C"
ADMINISTRATIVE AREAS**

VWC-1	Koroseal Vinyl Wallcovering, 54"W, Type II, Pattern: Japanese Garden Color: Jade
VWC-2	Koroseal Vinyl Wallcovering, 54"W, Type II, Pattern: Mountain Hideaway Color: Mountain Mist
VWC-3	Koroseal Vinyl Wallcovering, 54"W, Type II, Pattern: Still Waters Color: Cool Breeze
VCT-1	Mannington Vinyl Composition Tile Pattern: Inspiration Color: Arctic Ice
VCT-2	Mannington Vinyl Composition Tile Pattern: Inspiration Color: Emerald Isle
VCT-3	Mannington Vinyl Composition Tile Pattern: Inspiration Color: Smoky Mountain

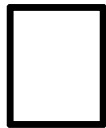
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PROJECT NAME

SELECTION OF FINISHES

LOCATION

**PREWIRED WORKSTATIONS
HERMAN MILLER, INC.**



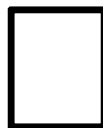
**PANEL FABRIC
FABRIC
COLOR**



**TACKBOARD
COLOR**



**FLIPPER DOOR
COLOR**



**WORKSURFACE
COLOR**



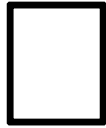
**PANEL
TRIM
COLOR**

FIRM

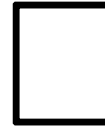
**PROJECT NAME
LOCATION**

PREWIRED WORKSTATION COLOR BOARD

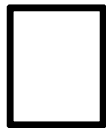
PREWIRED WORKSTATION JSN #E123



Elevation 1



Elevation 2



Elevation 3



Elevation 4

<u>QTY.</u>	<u>CODE</u>	<u>DESCRIPTION</u>
2	P364	3'W x 64"H Powered Acoustical Panel
1	N264	2' W x 64"H Non-powered Acoustical Panel
1	A	3/3/12 Mobile Pedestal
1	B	24"D x 36"W Hanging Worksurface

FIRM

PROJECT NAME
LOCATION

PREWIRED WORKSTATION ELEVATIONS

INSERT CONTRACT DRAWINGS OF THE FOLLOWING:

FLOOR PLANS

FINISH SCHEDULE

INTERIOR SIGNAGE PLAN & DETAILS

PREWIRED WORKSTATION DRAWINGS
(if applicable)

INTERIOR ELEVATIONS & DETAILS

FIRM

**PROJECT NAME
LOCATION**

SUBMITTAL MATRIX SUMMARY
COMPREHENSIVE INTERIOR DESIGN
Interior Design Submittals run concurrent with Architectural Submittals

ITEM: arranged by sequence	DESCRIPTION	S-2	S-4	S-5	S-6	S-7 (Backcheck)
1	Title Page	X	X	X	X	X
2	Table of Contents	X	X	X	X	X
3	Narrative of Interior Design Objectives	X	X	X	X	X
4	Sketches & Renderings (if reqd'):					
	a. Black and White Sketches				X	X
	b. Color Renderings				X	X
5	Specifications of Furnishing Items			X	X	X
6	Composite Furniture Plans		X	X	X	X
7	Manufacturer's Summary List				X	X
8	Furniture Illustration Sheets					
	a. One Major Area		X			
	b. All Areas			X	X	X
9	Artwork Illustration Sheets (Public Areas Only)			X	X	X
10	Artwork Placement Plan (can be incorporated into Furniture Placement Plan)				X	X
11	Color Boards		X	X	X	X
12	Furniture Order Forms					
	a. One Example of Order Form		X			
	b. Order Forms for All Areas			X	X	X
13	Best Value Determination Forms				X	X
14	Annotated Review Comments Section			X	X	X

COMPREHENSIVE INTERIOR DESIGN Definition & Submittal Requirements

1. DEFINITION - COMPREHENSIVE INTERIOR DESIGN (CID)
 - A. Refers to the furniture and furnishings ("loose" furniture).
 - B. Involves the selection, specifications, and sampling of all the furnishings components necessary to complete the interior environment.
 - C. Generally includes all free-standing or "loose" furnishings, accessories, and artwork proposed for the facility.
 - D. Products proposed in the CID are procured by the installation and are OMA/O&M funded. Preferred sources for furniture and furniture-related items include UNICOR, GSA stock, or Federal Supply Schedules. Items on Federal Supply Schedules (GSA Contract items) shall have Best Value Determination letters attached which validates comparative/market analysis.
 - E. Customer's Own Material (COMs) will not be authorized for loose furniture; designers shall use standard fabrics offered by the manufacturers.
 - F. Medical Guide Plates
 1. The use of Army Medical Guide Plates (templates of typical room layouts) shall be considered when planning furniture arrangements in medical/dental facilities.
 2. Medical Guide Plates can be obtained from the following sources:
 - a. World Wide Web Site - Health Facility Planning Agency
<http://hfpa.otsg.amedd.army.mil/ftp.html>
 - b. Construction Criteria Base (available on CD-rom)
Distributed through the National Institute of Building Sciences,
phone (202)289-7800 or fax (202)289-1092
 3. When a medical or dental space is not illustrated in a Medical Guide Plate, the Project Interior Designer shall rely on the space criteria and user interviews to determine the furniture layout for the space.
2. CID SUBMITTAL REQUIREMENTS
 - A. The Interior Designer shall be involved in all phases of the design in order to ensure customer satisfaction.
 - B. Verify that the DD Form 1391 includes the CID as a requirement.
 - C. Reviews
 1. During each phase of the project, the CID shall be reviewed by the Government with written and annotated comments being issued back to the A/E. Annotated Comments are to be incorporated into the CID Binder update.
 2. Written responses from the Interior Designer shall be included in the front of the first volume of the CID binder.
 - D. Format
 1. Submit all CID information and samples on 8-1/2" x 11" color boards with a maximum spread of 25-1/2" for foldouts.
 2. Each binder shall be labeled on the outside spine and front cover with the Phase %, CID, Project Title, Location, Date, and A/E firm. Indicate Volume number (ex: Vol. 1 of 3).
 3. Each sheet shall be labeled with the Project Title, Location, A/E firm.
 4. The color boards shall support and anchor all samples. Anchor large or heavy samples with mechanical fasteners or with velcro. Rubber cement or glue shall not be accepted.
 5. Assemble the 8-1/2" x 11" pages and color boards in a 3-ring binder.
 6. Color photocopies of Artwork are acceptable.
 - E. Revisions

1. The Interior Designer shall revise the binders after each review to satisfy review comments.
 2. Printed information on existing pages can be updated with "white out" for cost effective reasons.
 3. If the binders are not returned to the A/E for in-house update, the A/E may provide updated inserts to the Government.
- F. Renderings (as identified in the Statement of Work – if required)
1. Verify that renderings are contract requirement.
 2. All renderings shall be provided by a professional illustrator.
- G. Black & White Sketches (as identified in the Statement of Work – if required)
1. Verify that B&W Sketches are a contract requirement.
 2. If required, emphasize space relationships, furnishings, patterns, and textures.
 3. One major area is to be illustrated and possibly used as a basis for the interior color rendering for the final design.
- H. Composite Furniture Plans with Conventional Furniture and Systems Furniture
Provide full size drawings with 1/8" = 1'-0" scale; half size drawings will not be acceptable for review.
- I. Manufacturers Summary List - Provide a summary of all manufacturers and their local representatives (where applicable) used in the CID package. The name, address, phone, fax and point of contact of both the manufacturer and local representative is to be included.
- J. JSN Numbers - Loose furniture shall be referenced by JSN numbers (per the Mil Handbook 1691F) on both drawings and in the Comprehensive Interior Design Binders.
- K. Furniture Illustration Sheets
1. Furniture Illustration Sheets are a pictorial example of the item with references to color and finish; each sheet illustrates a single product specified for the CID.
 2. Furniture Illustration Sheet shall include the following information:
 - a. Picture or Line Drawing of the product specified. Black and white cut sheets, color image cut sheets or photos taken with a digital camera are acceptable.
 - b. JSN number of the specified product keyed to the Composite Furniture plans and Furniture Placement Plan.
 - c. Reference of the furniture finishes, keyed back to the CID color board. Designer may choose to provide a single color board with all upholstery and finishes keyed back to the Furniture Illustration Sheet.
 - d. Recap the quantity of illustrated items listed by room numbers (example: ea. Room 104 Commander or 3 ea. Room 103 Receptionist).
 - e. Job name, Job Location, and Name of Firm.
- L. Artwork Illustrations Sheets and Placement Plans
1. Artwork Illustration Sheets shall have a pictorial example of the artwork with mat colors (if applicable). More than one image may be included on each artwork illustration sheet.
 2. Color photo copies are acceptable.
 3. Full size drawings of the Artwork Placement Plan are to show plan placement of artwork and an elevation for all the artwork showing placement height and installation instructions.
 4. Designer may submit the artwork illustration sheets with the following information:
 - a. Color image of the proposed artwork.
 - b. Location code/JSN number
 - c. Room name and number that artwork will be displayed.
 - d. Job Name, Job Location, and Date.
 5. A single cover sheet or color board may denote the following information for

all artwork:

- a. Mounting height and installation instructions.
- b. Frame & matt colors

M. Furniture Order Forms

- 1. Furniture Order Forms indicate all information necessary to order products specified in the CID.
- 2. Only one product shall be listed per page.
- 3. Organize and separate the Order Forms according to the sources and GSA schedules to coordinate with the cost summaries by FSC Groups. Do not organize forms according to the Location Code/JSN number.

N. Best Value Determination Letters

- 1. Best Value Determination Letters shall be included in the CID binder, attached to the required order form.
- 2. The Project Interior Designer shall provide the Best Value Determination Letters.
- 3. See Appendix A for example of Best Value Determination Letter.

COMPREHENSIVE INTERIOR DESIGN
Typical CID Furnishings

TYPICAL CID FURNISHINGS - CID furnishings ("loose" furniture) include, but are not limited to the following items:

- Acoustical Partial height partitions 6' or less in height (free-standing)
- Waiting Room Seating and occasional tables
- Beds/wall units/night stands/chests/refrigerators
- Bedspreads & Bedding
- Carts
- Desk/task chairs & stools
- Conventional casegoods for administrative offices
- Guest seating for offices and exam rooms
- Conference/classroom tables and seating
- Wardrobes
- Storage cabinets
- Storage shelving
- Bookcases
- TV/VCR carts and media carts (for conference rooms)
- Podium/Lecterns
- ADP Support Furniture
- Area Rugs
- Conference centers (wall hanging units w/tackboards and dry-erase boards)
- Filing cabinets (Times 2, Optimedia, etc.)
- Decorative window treatments (draperies, cornice boards, valances, etc.)
- Magazine racks, chartholders
- Artwork & Wall art
- Accessories - Artificial plants & planters, lamps
- Drafting tables
- Library Furniture
- Modular desk units

COMPREHENSIVE INTERIOR DESIGN

Systems Furniture Requirements

1. SYSTEMS FURNITURE

General

Systems Furniture Workstations shall be designed with generic components and worksurfaces that are typically sold by various manufacturers of systems furniture.

Indicate in the Section 09915 Color Schedule the manufacturer's name, material finishes, and color.

Composite Floor Plan - A composite floor plan shall show all panels, components, and free-standing furniture in relationship to the building and the building systems, such as light switches, fire pulls, and mechanical devices.

Panel Plan

1. The panel plan shall indicated a panel symbol legend, all panel placements, critical dimensions of aisle widths and critical dimensions in relation to the building structure and the building electrical/mechanical system devices and the panels.
2. Each panel shall be noted as follows:

N (non-powered)	Width (in feet)	Height (in inches)
or		
P (powered)		

Example: a non-powered panel 2 feet wide and 68 inches high will be noted on the plan as "N268".

Electrical, Voice, and Data Plan

1. Electrical, voice, and data plans shall indicate all panel placements, a symbol legend, and all receptacles used in each workstation.
2. Plan shall indicate height and location of building light switches, fire pulls, and mechanical systems.
3. Provide a general note that on "Systems Furniture Plans" are to be coordinated with the communications and Mechanical engineering plans.

Elevation/Isometric and Inventory Plan

1. Elevation/Isometric and inventory drawings shall illustrate each typical workstation in elevation form with a related inventory list of all panels and components used to build the typical.
2. Inventory list shall be generic in description.

Finishes - Recommend limiting color of finishes to 2-3 for systems furniture (panels, tackboards, and a "wayfinding" color).

Workstation Code - Each workstation shall be identified on each plan with a JSN.

Systems Furniture Package Items

1. Panels (limit the use of panels over 65" high, as these restrict air & light)
 - a. Acoustical/Non-acoustical
 - b. Powered/Non-powered
 - c. Connecting Hardware

Components

Work surfaces
Drawers
Shelves (with doors/without doors)
Files (lateral, panel hung, bins)
Task lights/special purpose
Counter tops
Drafting Surfaces

Wardrobes

Accessories

- a. Tackboards
- b. Locks
- c. Shelf Dividers
- d. Reader Stand
- e. Paper Management
- f. Marker Boards
- g. Coat Hooks
- h. Computer turntable
- i. Printer stand
- j. Wire management

Signage (Organization signs and Workstation name signs)

2. Checklist for Systems Furniture - Check that systems furniture and specifications coordinate to fully cover all information required for procurements and installation of the product.

COMPREHENSIVE INTERIOR DESIGN Checklist for CID Binders

CID Narrative

- A. Review the statement of Design Objectives explaining the CID interior design philosophy of the facility.
 - B. Design Objectives and the proposed method of accomplishing the objectives shall cover (when applicable) the furnishings and their relationship to the building and its inhabitants, energy, efficiency, safety, health, maintenance, image, personal performance of occupants and functional flexibility.
2. Review Items - Ensure that the binder follows the sequence shown in the Table of Contents:
- A. Pages are properly identified
 - B. Samples are labeled and identified
 - C. Miscellaneous components shown on the Furniture plans are shown in the CID binder
 - D. Miscellaneous components shown in the CID binder is shown on the Furniture plans
 - E. Furniture Items - Ensure the following:
 - 1. Appropriate for the task
 - 2. Style compatible with the overall theme of the building and other components selected
 - 3. Appropriately scaled
 - 4. Appropriately priced
 - 5. Finishes are interesting and in harmony with the surrounding elements
 - 6. Chairs are listed in every section (plans, order forms, cost estimates)
 - G. Cost Proposals and Order Forms
 - 1. Complete
 - 2. Include contingencies
 - H. Safety
 - 1. Furniture does not interfere with egress
 - 2. Furniture items and layout of furnishing items are ADA /UFAS compliant.
 - 3. Ensure that Best Value Determination letters for all furnishing items (except Unicor/FPI items).

INSTRUCTIONS TO DESIGNERS

for Comprehensive Interior Design Submittals

1. A Quality Interior Environment meets the following objectives:
 - A. The use of durable, easily maintained finishes and upholsteries that support “good housekeeping”.
 - B. Appropriate use of accent colors that are classic (not trendy), and can cost effectively be removed when updating the “look”.
 - C. Spaces are planned to support life safety.
 - D. Spaces meet the functional needs of the user.
 - E. Maximize flexibility for future change in CID plans.
 - F. Furnishings selected that support personal performance and personal health.
 - G. Accurate documentation of all procurement documents (CID).
 - H. Furniture selected meet codes and regulations.
 - I. Customer satisfaction.
2. Interior Design Philosophy
 - A. Interior building furnishings and color schemes are to be appropriate and support the function of the facility.
 - B. Interior design objectives are to create an environment that enhances public image, employee morale, provide furnishings that are durable, cost effective/easy to maintain, easy to clean, and support life safety.
3. Interior Furnishing Items -
 - A. General:
 1. All materials to be Class A.
 2. Neutral warm and cool color schemes with accent colors is generally the most successful.
 3. Wayfinding elements are encouraged (upholsteries, fabric panels, landmark artwork, decorative lighting for effect).
 4. Cost effective use of accent hues and indentifying architectural features are to be considered and used to create images in the following areas:
 - a. Lobby areas
 - b. Main conference rooms
 - c. Command areas
 - d. Employee break rooms and toilet rooms
 - e. General office areas
 - B. Upholstery
 1. Tweeds and small scaled patterns retain their appearance longer.
 2. Limit solid colors because they show dirt, lint, and fade faster than patterns and tweeds.
 3. Vinyls are used for wet areas (labs, breakrooms).
 4. Leather seating is used only for high ranking officers and directors.
 5. Use Crypton fabrics, if available on seats in high abuse areas, public seating, etc.
 - C. Furniture
 1. Black and wood veneer horizontal surfaces are discouraged in public use areas. A plastic laminate surface or solid surface material for public areas is recommended.
 2. Mid-tone range colors for work surfaces are recommended because these will not add to eye fatigue.
 3. Medium Cherry is an acceptable color range for woods and laminated wood surfaces and frames.
 4. Use commercial grade, performance tested GSA contracts
 5. Laminate tops are recommended for all work surfaces other than executive suite areas (wood veneer may be used).

D. Artwork

Only use in public areas - waiting areas, corridors, patient bedrooms (exam rooms – if budget allows)

2. Use to assist occupants in wayfinding.
3. Hang artwork at 5'-6" above finished floor with security type devices.
4. Choose mats and frames which complement the other accessories and interior color scheme.
5. Art must be large enough to fill the space.

E. Plants and Accessories

1. Specify flame-retardant artificial plants only; live plants require a maintenance contract.
2. Use quality artificial plants with real bark, trunks, etc.
3. Specify sturdy containers; limit the use of wicker baskets.
4. Use plants that are indigenous to the geographic location of the facility, where possible.

F. Window Treatments

1. Command Suite, Living Quarters, Grief Rooms, Special areas
 - a. Draperies and decorative window treatments are encouraged in these areas. Use decorative rods or top treatments to give draperies a finished look.
 - b. Use doubled return hems and doubled bottom hems. Ripple fold over pinched pleats are recommended.
 - c. Mini-blinds that match the window frame or the interior decor are recommended for admin spaces.
 - d. Vertical blinds are acceptable, and can have fabric inserts (inside of a PVC insert vane only - not free hanging).
 - e. Specify black out lining in Living Quarters.
2. Public Zones
 - a. Fabric valances and upholstered cornice boards may be used over mini-blinds in public areas.
 - b. Mini-blinds, vertical blinds and shades (such as Mechoshades or Webb Design Shades) are the recommended window treatment for clinics and hospital spaces.

4. Successful Interiors - The following guidelines shall be the basis from which all projects will be reviewed and judged for their success:

- A. Architectural emphasis or component emphasis
- B. Color system in contrast or Color system in continuity
- C. Directional reinforcement or directional change
- D. Value Contrast or Value similarity
- E. Surface/texture emphasis or Surface/pattern emphasis
- F. Contemporary/Traditional emphasis or Eclectic emphasis

INTEGRATED MODULAR MEDICAL SUPPORT SYSTEM (IMMSS) CONTRACT & PACKAGES

1. Herman Miller for Healthcare (Integrated Modular Medical Support Systems) Contract
 - A. Purpose - The IMMSS Contract is available to the Federal Government allowing the design and procurement of HMHC products and services in an Army Medical Treatment Facility worldwide.
 - B. IMMSS contract includes the following product:
 1. Herman Miller AO Series 1 & 2
 2. Herman Miller AO Series 3
 3. Herman Miller AO Tables
 4. Co-Struc
 5. Laboratory product
 6. Ethospace Nurses stations
 7. Transport & Materiel Management carts
 8. Meridian pedestals, stacking files, files
 9. Relocatable walls (V-wall)
 - C. IMMSS contract includes support services relative to HMHC product, such as Restorative services, transportation, installation, warehousing, and extended installation services, are available through the IMMSS Contract.
 - D. Herman Miller for Healthcare product shall be referenced by a JSN number (per the Mil Handbook 1691F) on all drawings and in the product inventory summary (HMHC submittal).
2. Herman Miller for Healthcare Product
 - A. Wall Strips & C-Rail

The use of wall strips and C-rail to support hanging componentry shall be approved as a design solution for a MEDCOM Project, only when the following condition is met:

 - a) The use of 20 gauge steel metal studs with 5/8" thick gypsum board on either side of the stud.
 - b) Metal studs will be either 16" or 24" on center.
 2. Where practicable, componentry shall be self-supported (such as C-Lockers with integral wheels or other transport carts).
 - B. Panels
 1. Hard surfaced panels are to be considered for most applications.
 2. Acoustical or Fabric-covered panels shall be used in areas requiring acoustical treatment and these shall be strategically placed within the space.
 3. The use of open frame panels is generally encouraged in single occupancy offices, where there is no need to electrify the base of the workstation. Open frame panels can be strategically placed to allow for easy access to wall receptacles. Open frame panel locations must be designed in accordance with guidance from Herman Miller for Healthcare.
 - C. Design Concept
 1. "Typicals" --- The design solution of HMHC workstations shall incorporate the following:
 - a) Standardized panel heights and widths
 - b) Standardized finishes and color schemes
 - c) Standardized worksurface sizes
 - d) Standardized design based on tasks performed, technology/communication requirements, level of privacy
 2. Design projects shall have limited typical workstation configurations; the number of "typicals" shall depend on the complexity

and scope of the project. Design solutions requiring more than 12 typical workstations shall be approved by the HFPA Corporate Interior Design Management Program director.

3. Design projects shall not include “customized” or non-standard HMHC product, unless first approved by the HFPA Corporate Interior Design Management Program director.
 4. HMHC workstations shall be “clustered” wherever possible to avoid the use of excess components.
 5. Consider the use of a permanent electrical and data/communications cabling spline, with componentry and secondary panel runs stemming from the spline.
 6. Workstations designed within a critical dimension shall allow a minimum of 18” overall clearance from architectural elements (doorways, adjacent walls, columns, etc.).
- D. HMHC product locations vs. Fixed casework locations - general
1. HMHC product shall be planned and provided in the following locations:
 - a) Laboratory
 - b) Pharmacy
 - c) Exam Rooms
 - d) Immunization Areas Nurses Stations
 - e) Designated Reception Counters/Reception stations – to be determined by user & design team
 2. Fixed casework shall be planned and provided in the following locations:
 - a) Lounge/Breakroom
 - b) Soiled utility
 - c) Treatment Rooms
 - d) Cast room
 - e) Darkrooms/Film Processing
 - f) Dental Casework
 - g) Designated Reception Counters/Reception Stations – to be determined by user & design team

S-4 SUBMITTAL COMPREHENSIVE INTERIOR DESIGN VOLUME I OF II



**U.S. ARMY HEALTH CLINIC
FT. MONROE, VIRGINIA**

**U.S. ARMY MEDCOM RENEWAL
MARCH 1998
MANUFACTURER ABC**

109 MAIN STREET
ANYWHERE, USA 00000
POINT OF CONTACT:
1-800-000-0000
FAX 1-800-000-0000

MANUFACTURER XYZ
109 MAIN STREET
ANYWHERE, USA 00000
POINT OF CONTACT:
1-800-000-0000
FAX 1-800-000-0000

MANUFACTURER 123
109 MAIN STREET
ANYWHERE, USA 00000
POINT OF CONTACT:
1-800-000-0000
FAX 1-800-000-0000

MANUFACTURER 789
109 MAIN STREET
ANYWHERE, USA 00000
POINT OF CONTACT:
1-800-000-0000
FAX 1-800-000-0000

FIRM

PROJECT NAME
LOCATION

MANUFACTURERS SUMMARY SHEET

JSN NOMENCLATURE

DESCRIPTION

JSN E123

**MILCARE
PHYSICIAN WORKSTATION**

JSN F0275

**HAWORTH
ERGONOMIC HIGH-BACK DESK CHAIR**

JSN F0310

**WIELAND
WAITING ROOM SEATING (SINGLE)**

FIRM

JSNs OF FURNISHINGS

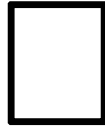
**PROJECT NAME
LOCATION**

JSN FO205

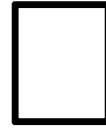
SIDE ARM CHAIR



JSN F0205



**FABRIC
#002 BLUE**



**FRAME
BLACK**

DESCRIPTION: Haworth #7135 side arm chair (JSN F0205), with upholstered seat and back (#002 Blue) and black epoxy finish over a metal frame. Chair offers a ganging feature (found under the seat) and provides “tip-proof” safety feature. Chair dimensions = 32”OH x 24”OW x 22”D, 18”SH

<u>QTY.</u>	<u>ROOM</u>	<u>TOTAL = 5</u>
1	123	
1	124	
1	125	
2	126	

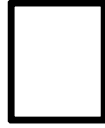
FIRM

**PROJECT NAME
LOCATION**

FURNITURE ILLUSTRATION SHEET

JSN A06046a

ARTWORK WITH DECORATIVE FRAME



JSN A06046a

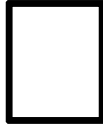
**DESCRIPTION: Creative Posters #6543 (JSN A06046a),
“Symphony in Blue”, Artist: J.R. White, with 3” mat (Color
#002 Blue) and black metal frame. Non-glare plexiglass and
security mount hardware required.
Frame dimensions = 36”W x 26”H**

QTY.	ROOM	TOTAL = 1
1	123	

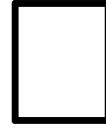
FIRM

**PROJECT NAME
LOCATION**

**ARTWORK ILLUSTRATION SHEET
ARTWORK COLOR BOARD**



**MAT
#002 BLUE**



**FRAME
BLACK**

**DESCRIPTION: 3” mat (Color #002 Blue) and black metal
Frame used for all artwork in the Ambulatory Care
Wing #C. Non-glare plexiglass and security mount
hardware required.**

**Mounting Instructions: Install 5’- 6” above finished floor, and
centered on wall (as noted on the Artwork Placement Plans)**

FIRM

**PROJECT NAME
LOCATION**

**ARTWORK COLOR BOARD
FURNITURE ORDER FORM SAMPLE
PROJECT TITLE**

JSN Nomenclature	F0205
Directorate	U.S. Army
Department	Health Facility Planning Agency
Activity	Medical Treatment Facility
FSC Group	71, Part III, Section B (Miscellaneous Furniture)
Contract	GS-00F-3875A
Contract Exp Date	August 31, 1999
Source	Peter Pepper Products, Inc. 17929 S. Susana Road, P.O. Box 5769 Compton, CA 90224 (310)639-0390
Product Name	Magazine Rack
Product Stock No.	461K
Product Finish/Fabric	PPP Color Back Panel "Sage", with "K" Natural Oak finish on rails & sides
Dimensions	15-3/4" W x 12-1/2"H x 3-1/4"D
Weight	22 oz
Description	One pocket magazine rack/chartholder rack with natural oak stiles and sides, mounted on PPP backing. Oak to be "K" natural oak finish, with PPP color "Sage" backing.
Justification	Magazine/chart rack to be mounted adjacent to exam room doors, treatment room doors, and TPR room doors. Charts shall store patient records during examinations and treatment. Chart finishes selected match interior color schemes. Market research has determined that FPI/Unicor does not supply this type of patient care item.
Room Location	1 each in Rms. 124, 125, 126, 127, 128, 129, 130
Total Quantity	7
Unit Price	\$70.00
Total Price	\$660.00 (includes freight charges, and estimated installation).
Freight/Shipping Charges	Included in total price
Additional Remarks	Installation is to be performed by the facility maintenance department; manufacturer will not be responsible for installing magazine/chart racks. Estimated installation fees are to cover labor expended by either facility maintenance department, or labor contracted by facility to perform the installation.